

**FRIENDS OF THE CARNEGIE-SCHADDE MEMORIAL PUBLIC LIBRARY  
ADVOCACY, FUNDRAISING, VOLUNTEERISM**

**BOARD MEETING MINUTES**

Tuesday, December 14th, 2021 - 6:00pm

Location: Zoom

<https://us06web.zoom.us/j/81181381659?pwd=aEdHZTFLU1FITFhZTnFPa0x1Z0xOUT09>

- I. Call to order-** Meeting was called to order at 6:17 p.m. by Board Vice-President Aimee Schulz with Pat Shear as Recording Secretary. Others attending were Tut Gramling and Jessica Bergin. Absent were Anne Horjus, Barbara Lund, John Ellington and Emily Olson.
- II. Review of agenda-**Under IX.C. added "February 8, 2022 (monthly meeting)" Motion to approve the agenda as edited made by Jessica Bergin, seconded by Tut Gramling. Motion passed.
- III. Approval of November 9th, 2021 minutes-**Motion to approve the minutes made by Tut Gramling, seconded by Jessica Bergin. Motion passed.
- IV. Treasurer's report-**Filed for audit.
- V. Correspondence and new memberships-**There was one new membership and three membership renewals.
- VI. Director's report-**The USDA loan for the library expansion has been approved. An evaluation of the property needs to be completed and submitted. It is hoped that a date for the groundbreaking will be set soon. Jessica Bergin has applied for a neighborhood improvement grant from the Wisconsin Department of Administration. The program room will be available for use in late January to groups of less than 25 people. The Youth Services Department is doing a "Countdown to Noon Year's Eve Eve" event at the Civic Center on December 30<sup>th</sup> for ages 11 and under. Some surplus furniture is being sold on the Wisconsin Surplus Auction website.
- VII. Special committee reports**
  - A. Music with Friends-**Nothing at this time.
  - B. Book Sale-**Nothing at this time.
  - C. Books for Newborns-**Nothing at this time.
  - D. Social Media-**Jessica Bergin and Emily Olson are still working on this.
- VIII. Unfinished Business**
  - A. Online memberships-**This is still in progress.
  - B. Annual newsletter-**Minute Man Press is printing the newsletters and the addressed envelopes. Jessica will get stamps for the newsletter mailing.
  - C. Member spreadsheet-**The membership database has been updated.

**D. Turkey Bingo-**The maximum of 150 people attended. Pictures have been posted on the library Facebook page. Staff was grateful for the Friends' contribution to the prizes.

**E. New brochures-**Minute Man is printing a supply of brochures with the Friends new name. Pat will check with Emily about picking up the order.

**F. Annual Meeting-**We still hope to have a hybrid meeting; in person at the library as well as through Zoom. No refreshments or entertainment will be provided.

**G. Staff Appreciation-**Emily delivered snacks from Las Milpas for the Staff Development Day. Jessica said it was well received by the staff.

**IX. New business**

**A. Approval of disbursement requests-**

\$271.83 Amazon -- Adult Services equipment-USB charger, DVD drives, phone chargers for patron use, portable DVD player for patron use.

\$134.10 Ingram – Books For Newborns

\$86.00 Emily Olson – meal from Las Milpas for Staff Development Day

**B. Staff Appreciation-**Motion to spend up to \$200 for staff appreciation breakfast in December made by Jessica Bergin, seconded by Pat Shear. Motion passed.

At this time Aimee Olson will not seek another term as Vice-President. We will look for someone to fill that position. Pat Shear's second term as Secretary will end with the January meeting. She offered to stay on as a non-executive board member until someone else agrees to take that position.

**C. Next meeting: January 11th 6:00pm (Annual Meeting)  
February 8, 2022 (next monthly meeting)**

**X. Adjournment-**Motion to adjourn made by Pat Shear, seconded by Tut Gramling. Motion passed. Meeting adjourned at 6:48.

Pat Shear - Meeting Minutes Recorder  
December 14, 2021